

**GOVERNMENT OF ANDHRA PRADESH**

**ABSTRACT**

**M.W. DEPT. - Establishment** - Recruitment of Six (6) Data Entry Operators on "OUTSOURCING" basis through M/s. Rajan Travels & Security Services, Chikkadpally, Hyd. - Engaging the services of Six candidates to work as Data Entry Operators for period of one year at the remuneration of Rs.5,500/- per month - Extension of contract period of one year - Orders - Issued.

**MINORITIES WELFARE (O.P.) DEPARTMENT**

**G.O.Rt.No.13.**

**Dated: 20<sup>th</sup> January, 2011.**

**Read the following:**

- 1) G.O.Rt.No.4459, Finance (SMPC) Dept., dated 27-12-2006.
- 2) Circular Memo.No.17944/668/A2/SMPC/2007, dated 06-10-2007.
- 3) G.O.Rt.No.402, M.W.(O.P.) Dept., dated 04-12-2010.
- 4) From M/s. Rajan Travels & Security Services, Lr.Rc.No.RTSS/E.S.I-E.P.F., dated Nil.
- 5) From M/s. Rajan Travels & Security Services, Letter dated 20-11-2010.

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Orders were issued in the reference 3<sup>rd</sup> read above, engaging the services of (6) candidates to work as Data Entry Operators in Minorities Welfare Dept., A.P. Secretariat, on outsourcing basis from M/s. Rajan Travels & Security Services, Hyd., @ Rs.5,500/- p.m. per one Data Entry Operator for a period one year, (at 4 % commission of agency). Out of (6) Data Entry Operators four (4) Data Entry Operators joined on 19-10-2009 and two (2) Data Entry Operators from 17-11-2009, and the service period of (6) Data Entry Operators expired on 18-10-2010 and 16-11-2010 respectively.

2. Further, M/s. Rajan Travels & Security Services, Hyd., vide ref. 4<sup>th</sup> read above, has represented for sanction of Additional amount for payment of EPF & ESI contribution @ 13.61 % and 4.75 % respectively and also the Service Tax of 10.30 % of the total bill amount. In response to the request of the firm, a letter dated 14-10-2010, has been issued to the firm, stating that the outsourcing agency has to bear the above amount from out of its commission and they have to quote its commission keeping all these payment in view and no additional amount other than the commission will be given towards any of these items.

3. Since the contract period expired by 18-10-2010 and 16-11-2010, the following agencies have submitted their quotations for providing the services of six Data Entry Operators on outsourcing basis. The details of the commission and the conditions are mentioned below:

<b>S1.No.</b>	<b>Name of the Agency</b>	<b>Particulars</b>
01.	Rajan Travels & Security Services, Chikkadpally, Hyd.	A Total of 32.66 % (Agency Service Charges 4% + Employer Contribution of PF @ 13.61 % + Employer Contribution of ESI @ 4.75% and Service Tax 10.3 %)
02.	Om Shakthi Security Services, Chikkadpally, Hyd.	A Total of 36.66 % (Agency Service Charges 4% + Employer Contribution of PF @ 13.61 % + Employer Contribution of ESI @ 4.75% and Service Tax 10.3 %)
03.	Sri Sai Security Services, Amberpet, Hyd.	A Total of 37.66 % (Agency Service Charges 4% + Employer Contribution of PF @ 13.61 % + Employer Contribution of ESI @ 4.75% and Service Tax 10.3 %)

**(P.T.O.).**

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**4.** As seen from the quotations submitted by the above three firms M/s. Rajan Travels & Security Services, Hyd., has quoted a total commission of 32.66 % which includes all the statutory contributions and Services Tax.

**5.** Government after careful examination of the matter hereby extend the contract for providing the services of six (6) Data Entry Operators to Minorities Welfare Dept., on outsourcing basis @ of Rs.5,500/- per moth per Data Entry Operator for a further period of one year to M/s. Rajan Travels & Security Services, Hyd., with effect from 18-10-2010 to Four (4) Data Entry Operators and from 17-11-2010 to (2) Data Entry Operators with a total commission of 32.66 %, which includes all the statutory contributions and Service Tax.

**6.** This orders issued with the concurrence of Finance Department vide their U.O.No.34005/1073/A1/SMPG.II/10, dated 28-12-2010.

**(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)**

**LINGARAJ PANIGRAHI,  
PRINCIPAL SECRETARY TO GOVERNMENT.**

**To**

M/S. Rajan Travels & Security Services, Sudarshan 70 MM  
Complex, RTC "X" Roads, Chikkadpally, Hyd-20.

**Copy to:**

The Finance (SMPG) Dept.  
The Dy. Pay & Accounts Officer, Secretariat Branch, Hyd.  
The P.S. to M (MW).  
The P.S. to Prl.Secy. to Govt., Minorities Welfare Dept.  
**SF/SCs.**

//FORWARDED::BY ORDER//

**SECTION OFFICER**